

**RECEIVED**

*By Darlene Brady at 2:43 pm, Jul 14, 2021*



Board of Selectmen  
Regular Meeting

July 13, 2021  
6:30 P.M.

Present: Jean Speck, Chris Garrity and Ed Matson.

Also, present: Joe Agli, Jodi Bogus, Charlie Bogus, Darlene Brady, Melissa Cherniske, Matt Close, Debbie Devaux, Bonnie Donzella, Josie Donzella, Ruth Epstein, Lynn Harrington, Donna Hayes, Barbara Herbst, Stacy Marcin, Mary Mazerolle, Anne McAndrews, Rick Osborne, Patricia Oris, Leah Pullaro, Crepe Royale, Glen Sanchez, David Schreiber, Andrea Schoeny and Lynn Worthington.

Jean Speck called the meeting to order at 6:34 p.m.

**Approval of Minutes:**

Jean Speck made a motion to approve June 8, 2021 Board of Selectmen Regular meeting minutes, as submitted. Chris Garrity seconded the motion and the motion carried.

**Public Communication:**

- June 11, 2021 email from Matt Starr – RFP for Paving of Macedonia Brook Road
  - Jean Speck stated no question was asked.
- June 15, 2021 email from Matt Starr – Town Road Aid
  - Jean Speck stated no question was asked.
  - Barbara Herbst stated there is a Single State Audit every year and there has never been an issue with regards to Town Road Aid
- June 24, 2021 email from Matt Starr – Road Hazards
  - Rick Osborne responded directly to Matt via email (attached).
- July 1, 2021 email from Matt Starr – Kent Rescue Fund Advisory Board

Jean Speck made a motion to add the following items to the agenda:

- 6.5 Social Services vacancy
- 6.6 Swap Shop

Chris Garrity seconded the motion and the motion carried.

- July 12, 2021 email from Zanne Charity - Bears
  - Jean Speck read the letter.
  - Not sure how you would mandate residents to use transfer station.
  - Jean Speck is working on a Bear Beware alert.

- Chris Garrity not time efficient to work on trash vendors – trash cans being bear proof.

**Treasurer's Report:**

Barbara Herbst provided a written report (attached).

She added the audit is scheduled to start on October 18, 2021.

**Tax Refunds:**

Jean Speck made a motion to approve the following eight tax refunds:

Honda Lease Trust	\$166.43
Kapetanopoulos, Katherine	\$101.50
Booth, Bethany	\$ 38.30
Honda Lease Trust	\$166.43
Rafferty, Stephanie	\$ 15.43
Gadiel, Peter & Janice	\$158.24
Oconnell, Michael	\$ 17.51
Marocco, Stephen	\$220.81

Ed Matson seconded the motion and the motion carried.

**Appointment of Michael Benjamin as Conservation Commission alternate:**

Jean Speck made a motion to appoint Michael Benjamin as an alternate for the Conservation Commission to an existing term to expire on 12/6/2021. Chris Garrity seconded the motion and the motion carried.

**Emergency Management Department presentation:**

Chris Garrity asked that the Emergency Management Department prepare a presentation for the July BOS meeting to include the following:

- Mission statement
- Goals
- What they do
- Who they support?
- Are they regional?

Jean Speck stated she is still working on the presentation and will present at next months meeting.

**Park and Rec – Director:**

Jean Speck confirmed the Park and Rec Commission will be creating a hiring sub-committee, as they are the hiring authority for Park and Rec via the ordinance. Chris

Garrity asked that the Park and Rec Commission share the job description and discuss the position prior to hiring someone.

Lynn Harrington confirmed:

- The Park and Rec Commission is meeting next Monday and they will be creating a Park and Rec Director Hiring Sub-Committee.
  - Update the job description.
  - Confirm the number of hours needed for the position.

**Broadband:**

Jean Speck stated:

- Legislation passed Public act 21 159 - equitable access to broadband.
- No one volunteered for the Broadband sub-committee; she will put the word out to the public.

**Social Services Vacancy:**

Jean Speck stated:

- The Social Services Assistant submitted a letter of resignation, effective immediately.
- The letter serves as notification to the Board that there is a vacancy.
- The Board acknowledges that the position needs to be refilled.
- Working on updating the job description with Leah Pullaro.

Leah Pullaro asked the hourly rate be looked at due to the current climate.

Jean Speck made a motion to create a Social Services Director hiring sub-committee, with three members, Jean Speck, Leah Pullaro and Ruth Epstein to go through the hiring process and make a recommendation to the Board of Selectmen. Ed Matson seconded the motion and the motion carried.

**Swap Shop:**

Jean Speck stated:

- Swap shed was closed due to the pandemic.
- Other Towns are opening their swap sheds.
- Prior to the pandemic, the swap shed was in violation of the permit with items outside of the shed.

Rick Osborne stated:

- Permit states nothing out in the weather.
- Only allow items in the building.
- Write up and publish a list of acceptable items, prior to opening in August.

During the discussion:

- Several residents spoke in favor of the reopening the swap shop with attendant oversight.
- Ed Matson asked about opening one day during the week.
- Rick Osborne confirmed permit states trash needs to go out within 48 hours, which would require extra pulls and timing the return if the containers could be problematic.
- Other towns have had issues with the reopening of their swap shop due to the volume of items being left.
- Must be a permit holder to drop off and pick at the swap shop.

**Board of Finance Clerk status:**

Jean Speck had no update.

**Highway CDL Maintainer hiring sub-committee update:**

Jean Speck reported 91 applications were received. Ed Matson stated it was 90 as he withdrew his application and confirmed he would like to stay on the hiring sub-committee. Jean Speck stated the applications will be shared and a meeting will be schedule to start the review process.

**Town Hall large meeting room videoconference system:**

Jean Speck stated:

- Looking to outfit the large meeting room with technology to handle Zoom and hybrid meetings.
- Have one quote for \$22,000 for full av system.
- Other towns are providing additional quotes that are less.
- Executive order for Zoom meetings expires 7/20/2021. Legislative Session may extended the order?
- Chamber met in the large meeting room last night.
- Small meeting room has been cleaned and open for anyone who wants to have a meeting in that room.

**Senior Center programming proposal:**

Social Services Director Leah Pullaro provided the following documents:

- Mission statement
- Vision Statement
- Scope of Program and Services
- Registration Form
- Program Agreement
- July 2020 Calendar

The following organization offered to assist in the programs:

- Kent Memorial Library
- Kent Land Trust
- Park and Rec

Leah Pullaro asked the following budget questions:

- How is any compensation for work done by employees that is not budgeted?
- No Internet at senior center, how will it be paid for?
- Computer and printer are outdated, how will they be paid for?
- Is there a difib machine in the building?

Chris Garrity requested the following for the next meeting:

- Opening date
- Safety protocols
- Programing
- Anticipated costs

**Trooper Funding – confirmed financial commitments:**

Jean Speck reported:

- Fiscal Year 14 – 19
  - Kent School paid \$20,000
  - South Kent School paid \$20,000
  - Marvelwood paid \$20,000
- Fiscal Year 19 High Watch paid \$20,000
- Fiscal Year 2020
  - Kent School paid \$20,000
  - South Kent School paid \$20,000
- Fiscal Year 2022
  - \$40,000 has been budgeted based on fiscal year 2021
- Will reach out to High Watch

**Peddler Permit – food trucks:**

There was a lengthy discussion and the following are items that were raised:

- Current Peddler's permit ordinance needs to be updated.
- Define peddler.
- Why is a farmers market allowed to have food sold off a truck but a food truck is not allowed?
- Why does P&Z regulate farmers market and they do not require a peddler's permit?

Jean Speck will obtain and circulate the Food Truck Ordinances from Sharon and North Canaan for review prior to a scheduling a special meeting to discuss food trucks.

**Policy and Procedure Manual:****Hiring Policy – Department Head input:**

Jean Speck sent out a request to department heads on Monday asking for feedback on hiring policy. She will compile the feedback into one document and circulate to the board. She agreed to extend the deadline for feedback due to the short notice.

**Review Manual:**

Jean Speck stated that CCM provides a set number of free hours for legal services. Jean Speck has contacted CCM legal department and asked them to review the Policy and Procedure Manual.

**Juneteenth Federal Holiday:**

Jean Speck stated Juneteenth is a Federal Holiday. Ed Matson stated the state does not recognize it as a holiday yet, waiting for the governor.

**ARPA Funds:**

Chris Garrity made a motion to create a sub-committee for the ARPA needs assessment comprised of five members: Jean Speck, Barbara Herbst, Joe Agli, Matt Starr and Patricia Oris and if addition members need to be added the Board of Selectmen will take action. Ed Matson seconded the motion and the motion carried.

Chris Garrity requested a monthly report from this sub-committee. Jean Speck stated she would be sending out guidelines to all sub-committees requesting monthly written reports to be reviewed and discussed at the monthly BOS meetings.

### **BOS Subcommittee Reports:**

#### **Streetscape Building Committee - Ed**

Jean Speck sent town attorney a request to review and return the outstanding streetscape documents. Chris Garrity asked if there would be an issue with funding if the project does not start this year. Jean Speck confirmed there are no funding issues.

Jean Speck mentioned extending the sidewalks to the new sub-division. No action taken.

#### **Swift House – Roof Replacement sub-committee - Ed**

##### **Two Brothers Mason Company LLC**

Jean Speck made a motion to approve the Two Brothers Mason Company LLC estimate for \$5,330, with a correct invoice reflecting Town Hall and not Suzanne Charity and the Swift House Task Force. Ed Matson seconded the motion and the motion carried.

#### **Main Street – noise/traffic -Chris**

Jean Speck reported she did not receive any interest from the public to be on this sub-committee. She will follow-up with the public on being on sub-committee.

#### **Kent Sustainable CT - Jean**

Jean Speck reported the Kent Sustainable CT sub-committee has a meeting this Thursday at 4:00 p.m.

#### **Union Contract:**

Jean made a motion to go into Executive Session at 8:56 p.m. to discuss the Union contract negotiations and invite Rick Osborne. Chris Garrity seconded the motion and the motion carried.

Jean Speck made a motion to come out of Executive Session at 9:05 p.m. Chris Garrity seconded the motion. No action taken.

### **Selectmen Reports:**

Jean Speck reported:

- Need an Affordable Housing plan by statute.
- P&Z is not addressing the Affordable Housing Plan in their update of the COPD.
- Bill Bachrach and COG have been discussing the Affordable Housing Plan.
- COG will assist in getting a \$15,000 grant to hire a consultant to write the plan.
- Will send out CCM's list of new legislation.



Ed Matson:

- Requested a year end budget report.

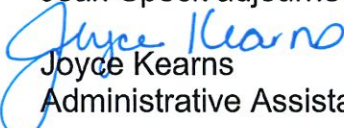
Chris Garrity had nothing to add.

Tasks from the meeting:

- Send out a Bear Beware Alert.
- Prepare an Emergency Management Department Presentation for next BOS meeting.
- Update Social Services Assistant job description and review hourly rate of pay.
- Create signage for the Swap Shop doors.
- Highway CDL Maintainer hiring sub-committee – send out copies of applications to sub-committee and schedule a meeting.
- Confirm to Kent School and Marvelwood as well as High Watch regarding contribution to Resident Trooper program.
- Obtain and circulate to the BOS Food Truck Ordinances from Sharon and North Canaan.
- Compile department head feedback on hiring policy and circulate to BOS.
- Forward copy of ARPA guidelines to Ed Matson.
- Follow-up with town attorney regarding Streetscape documents that are outstanding and need to be sent to the engineer.
- Send email to ARPA sub-committee before the end of the week to schedule a meeting.
- Put the word out to the public to be on Main Street Noise and traffic Sub-Committee
- Put the word out to public to be on the Broadband Sub-Committee.
- Send out guidelines to all the sub-committees requesting written reports to be reviewed and discussed at the monthly BOS meetings.
- Follow-up with the union representative.
- Send the CCM list of new legislation to the BOS.

**Adjourn:**

Jean Speck adjourned the meeting at 9:17 p.m.

  
Joyce Kearns  
Administrative Assistant

*These are draft minutes and the Board of Selectmen at the subsequent meeting may make corrections. Please refer to subsequent meeting minutes for possible corrections and approval of these minutes.*





BOARD OF SELECTMEN  
Regular Meeting Agenda  
July 13, 2021 6:30 P.M.

Access to meeting via Zoom: <https://us02web.zoom.us/j/82725184458>

Meeting ID: 827 2518 4458  
One tap mobile: +1 646 558 8656 US (New York)

1. **Call to order**
2. **Approval of Minutes**
  - 2.1. June 8, 2021 Regular Meeting
3. **Public Communication and Comments**
  - 3.1. June 11, 2021 email from Matt Starr – RFP for Paving of Macedonia Brook Road
  - 3.2. June 15, 2021 email from Matt Starr – Town Road Aid
  - 3.3. June 24, 2021 email from Matt Starr – Road Hazards
  - 3.4. July 1, 2021 email from Matt Starr – Kent Rescue Fund Advisory Board
4. **Treasurer's Report**
5. **Tax Refunds**
6. **New Business**
  - 6.1. Appointment of Michael Benjamin as Conservation Commission alternate
  - 6.2. Emergency Management Department presentation
  - 6.3. Park and Rec – Director
  - 6.4. Broadband
7. **Old Business**
  - 7.1. Board of Finance Clerk status
  - 7.2. Highway CDL Maintainer hiring sub-committee update
  - 7.3. Town Hall large meeting room video conference system
  - 7.4. Senior Center programming proposal
  - 7.5. Trooper Funding – confirmed financial commitments
  - 7.6. Peddler Permit – food trucks
  - 7.7. Policy and Procedure Manual
    - 7.7.1. Hiring Policy – Department Head input
    - 7.7.2. Review Manual
    - 7.7.3. Juneteenth Federal Holiday
  - 7.8. ARPA Funds
8. **BOS Subcommittee Reports**
  - 8.1. Streetscape Building Committee - Ed
  - 8.2. Swift House – Roof Replacement sub-committee - Ed
    - 8.2.1. Two Brothers Mason Company LLC
  - 8.3. Main Street – noise/traffic -Chris
    - 8.3.1. Follow-up on public interest in being on sub-committee
  - 8.4. Kent Sustainable CT - Jean
9. **Union Contract**
10. **Selectmen Reports**
11. **Adjourn**

“An equal opportunity employer and service provider”



Joyce Kearns &lt;adminassist@townofkentct.org&gt;

**Fw: RFP for Paving of Macedonia Brook Road**

1 message

**MATHEW STARR** <mstarr03@snet.net>

To: Board of Selectmen Town of Kent &lt;selectmen@townofkentct.org&gt;

Cc: Lynn Mellis Worthington &lt;lynn@worthington.net&gt;

Fri, Jun 11, 2021 at 10:51 AM

Dear Board of Selectman,

While some roads must be put on the capital plan, wait for five to ten years, sometimes getting pushed back to make the numbers look good other roads get done without discussion, taxpayer approval, BOF or BOS approval just at the sole discretion of one person. Really a slap in the face to the taxpayers. I guess it's all who you know.

Let's hope the upcoming elections bring some fairness back into this process.

Matt Starr

Sent from AT&amp;T Yahoo Mail for iPhone

Begin forwarded message:

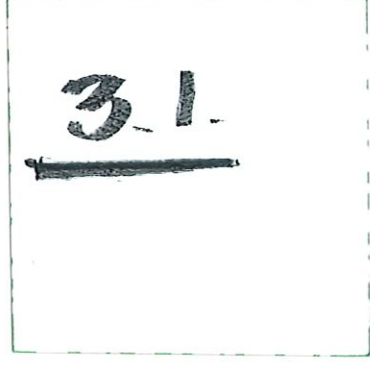
On Friday, June 11, 2021, 09:06, Kent CT &lt;cmsmailer@civicplus.com&gt; wrote:

**RFP for Paving of Macedonia Brook Road**

Work to be completed by June 30, 2021. Job description available from the Selectmen's Office at 860-927-4627 or Highway Foreman 860-488-4648

[Read more](#)

This is an automatic message from Kent CT. Please do not reply to this message.  
[You can unsubscribe here.](#)



7/1/2021

Town of Kent CT Mail - MACEDONIA BROOK DRIVE



Rick Osborne <publicworks@townofkentct.org>

## MACEDONIA BROOK DRIVE

1 message

John Kline <JKline@watersconst.com>

To: Rick Osborne <publicworks@townofkentct.org>

Cc: John Kline - Waters Paving <jkline@waterspaving.com>

Fri, Jun 11, 2021 at 2:37 PM

Sorry Rick! I have zero availability for JUNE.....if you can wait until July, here's an aggressive bid based on scope:

- 1.5" mill; millings trucked to DPW yard....no charge
- Sweep & tack all milled and overlay surfaces....included in per ton pricing.
- 2" top course on milled surfaces....1.5" top course on overlay surfaces

Let me know if opportunity, and I'll draft a contract.

jk

SCOPE	MACEDONIA BROOK RD - KENT	QTY	UOM	BID	BIDTTL
BASE	1.5" MILL	4,343	SY	\$ 4.50	\$ 19,543.50
BASE	CLASS 2 PAVE	1,041	TON	\$120.00	\$124,920.00
ALT	CLASS 2 PAVE	446	TON	\$120.00	\$ 53,520.00

John Kline

Project Manager

Waters Paving

300 Bostwick Ave

Bridgeport, CT. 06605

Mobile 203-650-6540

[jkline@waterspaving.com](mailto:jkline@waterspaving.com)





## **TOWN OF KENT REQUEST FOR PROPOSALS**

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**JOB:** Reclaim and overlay of Macedonia Brook Road in Kent, CT

**SUBMISSION DEADLINE:** JUNE 16, 2021 @ 4:00P

**QUESTIONS:** Rick Osborne, Road Foreman | [publicworks@townofkentct.org](mailto:publicworks@townofkentct.org)  
or 860.488.4648

B&W Paving - Waterford, CT

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1. **Mill and repave two areas:**
  - a. STA 0 – 1180 x 22' wide
  - b. STA 3750 – 4375 x 21' wide
2. **Mill 1.5", Tack Coat, repave 2" Class II - \$13.50 p/s/y.**
3. **Overlay #1: - \$8.75 p/s/y.**
  - a. STA 1180-3750 x 21'-22' wide | 1.5" Tack Coat Class II
4. **Overlay #2: - \$10.50 p/s/y.**
  - a. STA 4375-6700 x 20' wide | 1.5" Tack Coat Class II
5. **MUST ALSO SUPPLY:**
  - a. Transportation for millings to be trucked to DPW garage.
  - b. Sweeper for areas to be milled.
  - c. Separate pricing for Overlay #2.

Submit proposals:

in person:

Kent Town Hall  
41 Kent Green Boulevard  
Kent, CT

via email:

[publicworks@townofkentct.org](mailto:publicworks@townofkentct.org)

*The Town of Kent is an equal opportunity employer and service provider.*



Joyce Kearns &lt;adminassist@townofkentct.org&gt;

**Town Road Aid**

1 message

**MATHEW STARR** <mstarr03@snet.net>

To: Rick Osborne &lt;publicworks@townofkentct.org&gt;

Cc: Board of Selectmen Town of Kent &lt;selectmen@townofkentct.org&gt;

Tue, Jun 15, 2021 at 3:00 PM

Rick,

I see the bid notice for Macedonia Brook Road work on the Town web site, The bid does not appear to meet the minimum requirements as outlined on the CT DOT Procedures for use of the Town road aid funds and local municipal roads.

The areas that seemed important:

1. 21 day minimum advertising period
2. Sealed bids opened publicly
3. Insurance requirements
4. Affirmative action certification
5. Compliance with CT GS 31-57b Labor

I am sure you have the checklist provided by the state.

Thanks

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Joyce Kearns <adminassist@townofkentct.org>

## Road hazards

1 message

**MATHEW STARR** <mstarr03@snet.net>

To: Rick Osborne <publicworks@townofkentct.org>

Cc: Board of Selectmen Town of Kent <selectmen@townofkentct.org>

Thu, Jun 24, 2021 at 7:41 AM

Good morning Rick,

I had to travel down Anderson Road and then Kent Hollow last night to new Milford I gotta tell you the pot holes, the crumbled roadway, the bumps, uneven roads just absolutely unacceptable and unsafe road conditions. Once into new Milford I see they are in process of rebuilding the road. I cannot understand why the BOS would overlook so many roadways so much more traveled than schaghitcoke road and Macedonia brook and ignore these roadways out in the middle of the hollow for so many years.

Is there a road condition report you have available?

Do you update the BOS on these roads so funds can be used properly for the roadways most in need?

How do the BOS determine what roads are most in need?

Really should be some sort of reporting system on the Town website as I continue to hear so many complaints about road conditions in Kent.

Matt Starr

[Sent from AT&T Yahoo Mail for iPhone](#)

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Joyce Kearns &lt;adminassist@townofkentct.org&gt;

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**Re: Road hazards**

1 message

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**Rick Osborne** <publicworks@townofkentct.org>

Fri, Jul 9, 2021 at 6:18 PM

To: MATHEW STARR &lt;mstarr03@snet.net&gt;

Cc: Board of Selectmen Town of Kent &lt;selectmen@townofkentct.org&gt;

On dissisions, Jun 24, 2021 at 7:41 AM MATHEW STARR <mstarr03@snet.net> wrote:

- >
- > Good morning Rick,
- >
- > I had to travel down Anderson Road and then Kent Hollow last night to new Milford I gotta tell you the pot holes, the crumbled roadway, the bumps, uneven roads just absolutely unacceptable and unsafe road conditions. Once into new Milford I see they are in process of rebuilding the road. I cannot understand why the BOS would overlook so many roadways so much more traveled than schaghitcoke road and Macedonia brook and ignore these roadways out in the middle of the hollow for so many years.
- > **Anderson is in Capital Plan, same year as Botsford.**
- > Is there a road condition report you have available?
- > **We have a data base for length and width that I update with footnotes. It needs to be updated at this time.**
- > Do you update the BOS on these roads so funds can be used properly for the roadways most in need?
- > **They usually leave the choice of the yearly repairs in the operating budget up to me.**
- > How do the BOS determine what roads are most in need?
- > **The Board asked questions as the budget is created each year.**
- >
- > Really should be some sort of reporting system on the Town website as I continue to hear so many complaints about road conditions in Kent.
- > **If you are hearing so many complaints please pass them on or tell those people to let the office know since we only get a few each year.**
- >
- > Matt Starr
- >
- >
- > Sent from AT&T Yahoo Mail for iPhone

--  
J. Rick Osborne

Road Foreman Kent, Ct.

Office 860-927-4627  
Garage 860-927-3491  
Cell 860-488-4648





Joyce Kearns &lt;adminassist@townofkentct.org&gt;

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**Kent Rescue Fund advisory board**

1 message

**MATHEW STARR** <mstarr03@snet.net>

Thu, Jul 1, 2021 at 8:24 AM

To: Board of Selectmen Town of Kent &lt;selectmen@townofkentct.org&gt;

Good morning,

While I don't know all the details and have not seen anything official from the Town of Kent I am interested in serving on this board to ensure the Covid 19 rescue funds are distributed correctly.

Mathew A Starr

[Sent from AT&T Yahoo Mail for iPhone](#)

A handwritten number '34' in black ink, with a horizontal line underneath the '4'. The number is enclosed in a thin green rectangular border.



Joyce Kearns &lt;adminassist@townofkentct.org&gt;

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**Fwd: BEARS!**

1 message

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**Jean Conlon Speck** <firstselectman@townofkentct.org>  
To: Joyce Kearns <adminassist@townofkentct.org>

Mon, Jul 12, 2021 at 9:41 AM

----- Forwarded message -----

From: **Suzanne Charity** <zanne.charity@gmail.com>

Date: Mon, Jul 12, 2021 at 09:33

Subject: BEARS!

To: Jean Speck &lt;firstselectman@townofkentct.org&gt;, Chris Garrity &lt;cgarrity@townofkentct.org&gt;, Ed Matson &lt;ematson@townofkentct.org&gt;

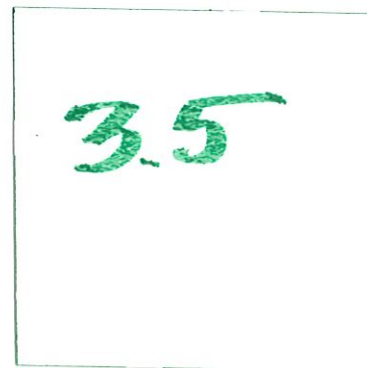
Please see attached letter regarding bears and address in correspondence section of tomorrow's Selectman's meeting.

Thanks,  
Suzanne Charity  
zanne.charity@gmail.com

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Stay well,  
Jean

Jean Conlon Speck  
First Selectman  
Town of Kent



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 **BEARS:Ltr to Selectmen.docx**  
133K

SUZANNE L. CHARITY  
30 BROWN ROAD, SOUTH KENT, CT 06785

July 11, 2021

RE: BEARS!

Dear Selectmen,

I am writing to bring to your attention the increasing bear menace in Kent, and some suggestions for how it might be mitigated.

Almost everyone I know - other than those living in the village center - has a cell phone video of "the bear in my backyard." The population is clearly increasing, and bears are scavenging closer to human populations, knocking over trash containers and spreading debris around in their search for food waste, mauling bird feeders, etc.

Before there is more destruction of property or an unfortunate confrontation between bear and human in Kent, it would be very helpful if the Selectmen would take some modest steps to address the problem, including:

- Publish an informative article in the August 1<sup>st</sup> edition of the Town Newsletter warning residents to keep their distance, remove nuisances attractive to bears like bird feeders after winter hibernation, what authorities to call if bears become confrontational, etc. *(There is probably a ready-made piece from State authorities or a wildlife organization that could be cited and incorporated into the newsletter.)*

- Encourage residents to get a permit for the Transfer Station (maybe at a discount for first-timers as an incentive), keep kitchen waste secured in house or garage until the weekend, and dispose of all attractive waste away from their homes instead of using a carting service. *(This would be particularly important for weekenders who often leave trash in carting bins on Sunday when pick-up isn't until Tuesday or Wednesday, by which time the contents are strewn around roads and neighbors' property and bears are habituated to return to the scene of the crime!)*

- To accommodate those who still prefer to have a carting service, pass a new town ordinance requiring carting service bins to have bear-proof locking mechanisms and inform carting services that their licenses to operate in Kent will not be renewed until more secure bins are approved and provided.

Thanks for your attention to this matter. I hope to see a piece on the bear issue and how the Selectmen are addressing it in the next newsletter!

Sincerely,

Zanne Charity

# Treasurer's Report

7/13/2021

BoS Meetings	BoF Meetings	Misc
6.8.21	6.23.21	6.2.21 TAP meeting 6.3.21 ARPA Seminar 6.4.21 FEMA conference call 6.16.21 TAP meeting 6.16.21 FEMA conference call 6.23.21 TAP meeting 6.25.21 CDBG meeting

	May		June	
A/P Checks Issued	76	96,543	76	144,718
Payroll	113	88,939	116	130,965
BoE Transactions	68	411,631	83	262,355
Deposits	10	85,966	16	121,599
	-	-	-	-
Totals	267	683,079	291	659,637

## FY 2020 -2021

	Actual	Budget	% of Budget	Increases approved / Jan Town Meeting
Income	\$ 13,178,577	\$ 13,535,103	97.37%	
A · General Government	\$ 1,381,142	\$ 1,386,173	99.64%	55,000
B · Public Safety	\$ 63,585	\$ 261,281	19.8%	
C · Public Works	\$ 1,383,530	\$ 1,779,817	77.73%	
D · Health and Welfare	\$ 120,457	\$ 117,297	102.69%	
E · Recreation	\$ 158,141	\$ 217,290	38.9%	
F · Sanitation	\$ 149,226	\$ 143,292	104.14%	
G · Board of Education	\$ 7,141,533	\$ 7,292,037	97.94%	
H · Debt Service	\$ 432,569	\$ 432,569	100.0%	
I · Transfer to Capital	\$ 1,092,847	\$ 952,847	114.69%	140,000
J · Transfer to Dog Fund	\$ 7,500	\$ 7,500	100.0%	
K · Current Year Capital Projects	\$ 945,000	\$ 945,000	100.0%	
Total Expense	\$ 12,875,528	\$ 13,535,103	95.13%	\$ 195,000

\$258,306	tax collections and interest above budgeted amounts
\$11,178	Building Permit revenue above budgeted amount
\$115,050	revenue collected by Town Clerk above budgeted amount
\$29,125	KCS Tuition payments received, not budgeted

\$15,793	funding left of the \$55,000 appropriation to KVFD - final invoice has been paid
\$33,659	funding left in DPW salt/sand appropriation
\$53,543	Litigation costs over budget due to Cell Tower (total costs \$50,436)

1. Honda lease Trust \$ 166.43
2. Kapetanopoulos Konstantinos \$ 161.50
3. Booth Bethany \$ 38.30
4. Honda lease Trust \$ 166.43
5. Raftery Stephanie 15.43
6. Gadiel Peter & Janice \$ 158.24
7. OConnell Michael A \$ 17.57
8. Morocco Stephen A \$ 220.81

ROS 7-17-2021

5



Joyce Kearns &lt;adminassist@townofkentct.org&gt;

**RE: Kent Conservation Commission - Appointment of new member**

1 message

[connie@manes-consulting.com](mailto:connie@manes-consulting.com) <Connie@manes-consulting.com>  
To: Jean Conlon Speck <firstselectman@townofkentct.org>  
Cc: Joyce Kearns <adminassist@townofkentct.org>

Sun, Jun 13, 2021 at 8:12 AM

Hi Jean and Joyce --

Michael Benjamin

[benjaminm@kent-school.edu](mailto:benjaminm@kent-school.edu)

PO Box 2006

Kent, CT 06757

Thanks very much,

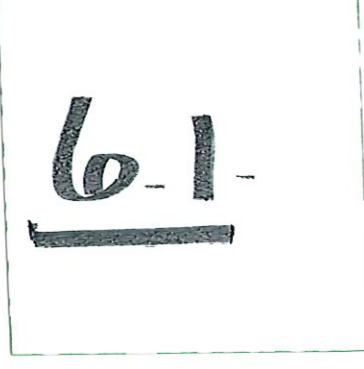
Connie

**From:** Jean Conlon Speck <[firstselectman@townofkentct.org](mailto:firstselectman@townofkentct.org)>**Sent:** Friday, June 11, 2021 8:30 AM**To:** [Connie@manes-consulting.com](mailto:Connie@manes-consulting.com)**Cc:** Joyce Kearns <[adminassist@townofkentct.org](mailto:adminassist@townofkentct.org)>**Subject:** Re: Kent Conservation Commission - Appointment of new member

We will add him to the next agenda. Yes, please share his full contact info including mailing address, phone, email.

Stay well,

Jean





6/22/2021

Town of Kent CT Mail - RE: Kent Conservation Commission - Appointment of new member

On Thu, Jun 10, 2021 at 20:07 [connie@manes-consulting.com](mailto:connie@manes-consulting.com) <[Connie@manes-consulting.com](mailto:Connie@manes-consulting.com)> wrote:

Dear Jean and Joyce –

Jean, at your pleasure, please appoint Michael Benjamin to the Conservation Commission (I think he would be an alternate). Mike is willing and the Conservation Commission welcomes his participation.

Please let me know if you need any further information, such as an address.

Thanks & best,

Connie

Connie A. Manes, Esq.

Manes Consulting, LLC

PO Box 362

Kent, CT 06757

860.488.6320

[connie@manes-consulting.com](mailto:connie@manes-consulting.com)





Joyce Kearns &lt;adminassist@townofkentct.org&gt;

**Kent Conservation Commission - Appointment of new member**

1 message

[connie@manes-consulting.com](mailto:connie@manes-consulting.com) <Connie@manes-consulting.com>

Thu, Jun 10, 2021 at 8:07 PM

To: Joyce Kearns &lt;adminassist@townofkentct.org&gt;, Jean Conlon Speck &lt;firstselectman@townofkentct.org&gt;

Dear Jean and Joyce –

Jean, at your pleasure, please appoint Michael Benjamin to the Conservation Commission (I think he would be an alternate). Mike is willing and the Conservation Commission welcomes his participation.

Please let me know if you need any further information, such as an address.

Thanks &amp; best,

Connie

Connie A. Manes, Esq.

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Office of the Kent Town Clerk  
41 Kent Green Boulevard  
P.O. Box 843  
Kent, CT. 06757  
(860) 927-3433

## NOTICE OF APPOINTMENT

Board/Commission	
Conservation Commission <span style="float: right;">[ ]Member [ X ]Alternate</span>	
[ ]Fills Vacancy [ ]Replaces (name): _____	
Appointee Name (as it appears on the Voter Registration List)	Term Expires
Michael Benjamin	12/6/2021
Mailing Address	Telephone Number
PO Box 2006	
	Email Address
[ X ]Kent [ ]South Kent [ ]Other (city/state/zip): _____	benjaminm@kent-school.edu
Appointed by	Date
Board of Selectmen	7/13/2021
Signature	

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Reserved for Town Clerk Stamp

Deborah Christensen  
Social Services Assistant  
Town of Kent, CT

July 12, 2021

Jean Speck - First Selectperson, Town of Kent CT  
41 Kent Green Blvd.  
Kent, CT 06757

Dear Jean,

Effective today, I am resigning my position as assistant to the Social Services Director of Kent, CT. I will complete my assigned duties for the day. I understand that the handing in of my resignation to allow for a notice is customary, but circumstances beyond my control require my departure at this time.

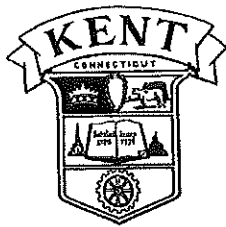
I thank you for the opportunities provided to me during my tenure.

Sincerely,

A handwritten signature in black ink that reads "Deborah Christensen". The script is cursive and fluid, with the first name and last name clearly legible.

Deborah Christensen

Cc: Leah Pullaro, Director, Social Services, Town of Kent, CT



## TOWN OF KENT

Social Services

7-4

### **Kent Senior Center**

#### **Mission Statement**

Kent Senior Center supports older adults, age 60 and older, by providing programs and services designed to promote their independence, health, wellness, and overall quality of life.

#### **Vision Statement**

Kent Senior Center is a community resource dedicated to engaging, enriching and empowering the lives of seniors.

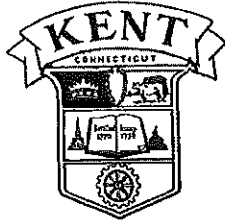
#### **Scope of Programs and Services**

- Meal and Nutrition Programs
- Information and Assistance
- Health, fitness, and wellness programs
- Transportation services
- Public health benefits counseling
- Employment assistance
- Volunteer and civic engagement activities
- Educational and arts programs
- Social and recreational activities
- Intergenerational programs

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41 Kent Green Boulevard, P.O. Box 678 • Kent, CT 06757-0678

Phone: (860) 927-4627 • Fax: (860) 927-1313 • [www.townofkentct.org](http://www.townofkentct.org)



# TOWN OF KENT

## Social Services

### Registration Form

Today's Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Emergency Contact information (Please provide two):

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

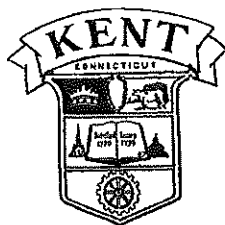
Physician: \_\_\_\_\_ Phone: \_\_\_\_\_

Physician: \_\_\_\_\_ Phone: \_\_\_\_\_

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# TOWN OF KENT

Social Services

## Program Agreement

Topic/Event Title of Session (s) \_\_\_\_\_

Date(s) of Session(s) \_\_\_\_\_

Location of Program: *Kent Senior Center* \_\_\_\_\_

The Kent Senior Center welcomes the participation of many guest speakers, instructors, and presenters in a variety of programs who generously contribute their time and knowledge, and expertise. As a public agency supported by the Town of Kent, the Kent Senior Center does not and cannot specifically endorse any one program, service, product or organization. To assure an objective, balanced presentation, we ask speakers, instructors to sign the following agreement form:

**I have read the Kent Senior Center Program guidelines attached to this document and agree to the guidelines. I have been informed, that I may not promote my organization or any specific company's financial products or services. Also, I will not solicit business relationships from program participants.**

Signed \_\_\_\_\_

Name \_\_\_\_\_

Name of Organization or Business \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Equipment/Room setup \_\_\_\_\_

Date signed \_\_\_\_\_ Cost \$ \_\_\_\_\_

Thank you for your cooperation. Please return this form to:

"This institution is an equal opportunity provider and employer."

41 Kent Green Boulevard, P.O. Box 678 • Kent, CT 06757-0678

Phone: (860) 927-4627 • Fax: (860) 927-1313 • [www.townofkentct.org](http://www.townofkentct.org)

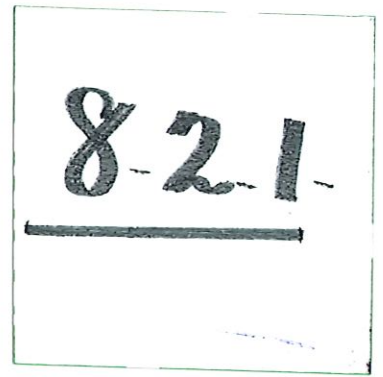
# JULY 2020

SUBJECT \_\_\_\_\_ Subject \_\_\_\_\_ PERIOD \_\_\_\_\_ Period \_\_\_\_\_

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT/SUN
WEEK 1			1 10:30 Coffee Hour 11:00 Book Club 12:30 Lunch 1:00 Blood Pressure July 4 <sup>th</sup> Party	2	3	4/5
WEEK 2	6 10:30 Coffee Hour 11:00 Mobile Library 12:30 Lunch Click here to enter text.	7	8 10:30 Coffee Hour 11:00 Speaker 12:30 Lunch Birthday Party	9	10	11/12
WEEK 3	13 10:30 Coffee Hour 11:00 Tech Help by appointment 12:30 Lunch	14	15 10:30 Coffee Hour 11:00 ask an Attorney by appointment 12:30 Lunch	16	17	18/19
WEEK 4	20 10:30 Coffee Hour 11:00 Municipal agent for the elderly 12:30 Lunch	21	22 10:30 Coffee Hour 11:00 Speaker 12:30 Lunch	23	24	25/26
WEEK 5	27 10:30 Coffee Hour 11:00 Mindfulness Breathing and Meditation 12:30 Lunch	28	29 10:30 Coffee Hour 11:00 Open Activity 12:30 Lunch	30	31	
WEEK 6						



Estimate  
Two Brothers Mason Company LLC  
10 Quaker Ridge Rd  
Sherman, CT 06784  
(860) 350-5754  
License #: HIC.0674037  
Email: [twobrothersmasonct@gmail.com](mailto:twobrothersmasonct@gmail.com)



Date: December 7, 2020

Job Name: Chimney  
Swift House

Name &  
Address: Swift House Task Force  
C/O Suzanne Charity  
Swift Lane  
Kent, CT

Job Name/Description:

Rebuild the brick chimney with the dimensions of 55" high by 32" deep by 44" wide. Preparation: Install scaffold, lay tarps and plywood over the roof, demo the chimney and haul away the debris, install new copper flashing from the roof up to the flues, and solder the entire flashing on the seams to create a barrier between the upper and lower chimney. Build the chimney with small historic brick of the same size as the original chimneys.

Chimney: \$ 4,110.00  
Flashing: \$ 1,220.00

---

Two Brothers Masonry Signature

---

Customer Signature

By signing this agreement the parties have acknowledged that Two Brothers Masonry has agreed to perform the work described above for the amount indicated and that you have agreed to pay that amount. Payment terms 50% to be paid upon the start of the job and the balance to be paid upon the completion. Any amounts not paid will be subject to finance charges and a lien to be placed up your property. The customer shall pay all fees and expenses related to the enforcement of this agreement and collection of past due balances including attorney's fees.

Thank you for choosing Two Brothers Masonry  
We appreciate your confidence in us



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/23/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> John M. Glover Agency P.O. Box 700 Norwalk CT 06852	<b>CONTACT NAME:</b> Rochelle Remillard	
	<b>PHONE (A/C, No, Ext):</b> 860-259-1428	<b>FAX (A/C, No):</b> 860-760-8234
	<b>E-MAIL ADDRESS:</b> rremillard@johnmglover.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
	INSURER A : NGM Insurance Company	14788
	INSURER B : Main Street America Assurance Company	29939
	INSURER C : Old Dominion Insurance Company	40231
	INSURER D :	
	INSURER E :	
	INSURER F :	

**COVERAGES** **CERTIFICATE NUMBER:** 2002468749 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			MPO52070	3/13/2021	3/13/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			B1O52070	5/2/2021	5/2/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CUO52070	3/13/2021	3/13/2022	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	W1O52070	4/3/2021	4/3/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER CT and NY 3A E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

Town of Kent Attn: Joyce Kearns P.O. Box 678 Kent, CT 06757	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>John D. Furlino</i>

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